

**BOARD OF COUNTY COMMISSIONERS OF FREDERICK COUNTY MEETING MINUTES
FOR THURSDAY, JUNE 27, 2013**

Commissioner Blaine R. Young, *President*, called to order a meeting of the Board of County Commissioners of Frederick County, Maryland, ("Board") for Thursday, June 27, 2013, at 10:00 a.m. Present were Commissioners C. Paul Smith, *Vice President*; Billy Shreve, David Gray and Kirby Delauter. Also present were Ms. Lori Depies, County Manager, and Ms. Patti Morrow, Recording Secretary.

Invocation and Pledge of Allegiance

The meeting began with a moment of silence followed by the recitation of the Pledge of Allegiance.

Proclamation – National Safe Boating Week

The Board proclaimed the week of June 23 – 29 as National Safe Boating Week in Frederick County.

Business Recognition – Zebroski Motor Company

The Board recognized Zebroski Motor Company for their contribution to the community.

Commissioner Comments

Comments were provided by the Board.

Update of Board of County Commissioners' Administrative Actions – Commissioner Blaine R. Young and Lori Depies, Office of the County Manager

Commissioner Young briefed the public on the Board's recent administrative actions.

PUBLIC COMMENTS

None.

CONSENT AGENDA

The following items were considered on the consent agenda:

- Purchasing Memo #13-182 - Bid #12-04, Hauling/Recycling of Scrap Metal/Appliances and Removal/Recovery of Refrigerant Gases
- Purchasing Memo #13-186 – Adult Detention Center Parking Lot Improvements and Attached Budget Transfer
- Purchasing Memo #13-187 – Halfway House Services
- Purchasing Memo #13-189 – Montevue Adaptive Reuse Project Renovation
- #BT-13-187, Parks and Recreation Division

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- Board of Education School Expense Fund Amendment #13-08 and No County Budget Transfer
- Maryland Department of Agriculture Noxious Weed Control Agreement

Motion to approve the consent agenda as presented – Passed 5-0.

COMMISSIONERS	MOTION	SECOND	YES	NO	ABSTAIN	NOT PRESENT
Young			X			
Smith	X		X			
Shreve		X	X			
Gray			X			
Delauter			X			

PUBLIC HEARING

Proposed Changes to the Rules and Regulations Regarding Utilization of Monies Received Under Ambulance Transport Fee – Michael Chomel, Office of the County Attorney

A public hearing was held, as duly advertised, on the proposed changes to the utilization of the ambulance transport fees.

Mr. Michael Chomel presented the proposed changes. Mr. Doug Brown and Mr. Doug Orner, Fire and Rescue Services Division, were present. Also present were Mr. Lowmen Keeney, President; Mr. D. J. Ott, Chief, Thurmont Ambulance Company.

There were no public comments.

Motion to adopt the resolution to amend the Ambulance Transport Fee as presented – Passed 5-0.

COMMISSIONERS	MOTION	SECOND	YES	NO	ABSTAIN	NOT PRESENT
Young			X			
Smith	X		X			
Shreve			X			
Gray			X			
Delauter		X	X			

(A copy of the approved/adopted resolution can be obtained in the County Manager's Office or from the county's website, www.FrederickCountyMD.gov.)

Motion to approve the template MOU and authorize the President of the Board of County Commissioners to sign the agreement with the Thurmont Ambulance Company. It was noted the agreement would be based on 50% of the 75% ambulance fees received from the county for 30 years – Passed 5-0.

COMMISSIONERS	MOTION	SECOND	YES	NO	ABSTAIN	NOT PRESENT
Young			X			
Smith	X		X			
Shreve			X			
Gray			X			
Delauter		X	X			

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WORKSESSION

Appointments/Reappointments to Boards/Commissions – Joyce Grossnickle, Office of the County Manager

Commission for Women

There was no public comment.

Motion to approve the appointment of Ms. Ashley Collier to serve a three-year term effective July 1, 2013, and to expire June 30, 2016 – Passed 5-0.

COMMISSIONERS	MOTION	SECOND	YES	NO	ABSTAIN	NOT PRESENT
Young			X			
Smith		X	X			
Shreve			X			
Gray	X		X			
Delauter			X			

Companion Animal Welfare Advisory Committee

There was no public comment.

Motion to reappoint Ms. Michele Ferris Hansen to serve a three-year term effective July 1, 2013, and to expire June 30, 2016; and the appointment of Mr. John Junkins and Ms. Doree Miles to serve three-year terms effective July 1, 2013, and to expire June 30, 2016 – Passed 5-0.

COMMISSIONERS	MOTION	SECOND	YES	NO	ABSTAIN	NOT PRESENT
Young		X	X			
Smith	X		X			
Shreve			X			
Gray			X			
Delauter			X			

Historic Preservation Commission (HPC)

Mr. Denis Superczynski, Community Development Division and staff liaison to the HPC, commented on the appointments.

There was no public comment.

Motion to reappoint Mr. Tyler Bastian, Mr. Bernie Callan and Mr. Nicholas Redding to serve three-year terms effective July 1, 2013, and to expire June 30, 2016; and the appointment of Mr. Eytan Moked and Mr. Ron Burns to serve three-year terms effective July 1, 2013, and to expire June 30, 2016 – Passed 5-0.

COMMISSIONERS	MOTION	SECOND	YES	NO	ABSTAIN	NOT PRESENT
Young	X		X			
Smith			X			
Shreve			X			
Gray			X			
Delauter		X	X			

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Interagency Internal Audit Authority

There was no public comment.

Motion to approve the appointment of Mr. Robert Kimble to serve a term to expire June 30, 2015 – Passed 5-0.

COMMISSIONERS	MOTION	SECOND	YES	NO	ABSTAIN	NOT PRESENT
Young		X	X			
Smith			X			
Shreve			X			
Gray			X			
Delauter	X		X			

Local Management Board

There was no public comment.

Motion to reappoint Ms. Shannon Aleshire to serve a term to expire June 30, 2014, and Ms. Marsha Nelson-Duncan to serve a term to expire June 30, 2015; and the appointment of Mr. Josh Pederson to serve a three-year term effective July 1, 2013, and to expire June 30, 2016, and Ms. Jenifer Winkler to serve a term to expire June 30, 2015 – Passed 5-0.

COMMISSIONERS	MOTION	SECOND	YES	NO	ABSTAIN	NOT PRESENT
Young		X	X			
Smith			X			
Shreve			X			
Gray			X			
Delauter	X		X			

Social Services Board

There was no public comment.

Motion to reappoint Mr. David Pearce and Mr. Craig Tyler to serve three-year terms effective July 1, 2013, and to expire June 30, 2016 – Passed 5-0.

COMMISSIONERS	MOTION	SECOND	YES	NO	ABSTAIN	NOT PRESENT
Young		X	X			
Smith			X			
Shreve			X			
Gray	X		X			
Delauter			X			

Solid Waste Advisory Committee

There was no public comment.

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Motion to reappoint Mr. Bob Clark to serve a three-year term effective July 1, 2013, and to expire June 30, 2016 – Passed 5-0.

COMMISSIONERS	MOTION	SECOND	YES	NO	ABSTAIN	NOT PRESENT
Young			X			
Smith	X		X			
Shreve			X			
Gray		X	X			
Delauter			X			

FY 2014 Insurance Recommendation – Diane George, Finance Division

Mr. Paul Brunner, Finance Division, reviewed the insurance recommendations.

Motion to approve the FY 2014 insurance recommendation as presented – Passed 5-0.

COMMISSIONERS	MOTION	SECOND	YES	NO	ABSTAIN	NOT PRESENT
Young			X			
Smith	X		X			
Shreve			X			
Gray			X			
Delauter		X	X			

ADMINISTRATIVE BUSINESS

Adoption of the Frederick County Community College (FCC) FY 2014 Budget (Operating Budget, Auxiliary Budgets, Capital Budget, and Capital Improvements Program) – Dana P. McDonald, FCC

Mr. Doug Browning and Ms. McDonald presented the FY 2014 budget.

Motion to approve the FCC FY 2014 budgets as presented – Passed 5-0.

COMMISSIONERS	MOTION	SECOND	YES	NO	ABSTAIN	NOT PRESENT
Young			X			
Smith	X		X			
Shreve			X			
Gray		X	X			
Delauter			X			

The Board requested FCC to schedule a presentation on the ongoing programs at the college.

(Commissioner Smith left the meeting at 11:45 a.m.)

Bid Awards - Diane George, Finance Division

- Purchasing Memo #13-166 – FY 2014 Youth Training Program
- Purchasing Memo #13-167 – Interpreting Services for the Deaf and Hearing Impaired
- Purchasing Memo #13-168 – Pre-approve Professional Services Contracts for the Frederick County Health Department
- Purchasing Memo #13-183 – Water/Sewer Facilities Engineering Services (IDQ Contract)

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Motion to approve Purchasing Memos #13-166, #13-167, #13-168 and #13-183 as presented – Passed 4-0.

COMMISSIONERS	MOTION	SECOND	YES	NO	ABSTAIN	NOT PRESENT
Young			X			
Smith						X
Shreve			X			
Gray	X		X			
Delauter		X	X			

Establishment of a Worker's Compensation Internal Service Fund – Erin White, Finance Division

Ms. White presented the request for an internal service fund to facilitate the accounting, budgeting and processing of Workers' Compensation payments.

Motion to give the Finance Division the authority to establish an Internal Service Fund for Worker's Compensation processing – Passed 4-0.

COMMISSIONERS	MOTION	SECOND	YES	NO	ABSTAIN	NOT PRESENT
Young			X			
Smith						X
Shreve			X			
Gray	X		X			
Delauter		X	X			

Right of Entry (ROE) onto Montevue Campus for Environmental Assessment Activities – Kevin Vida, Public Works Division

Mr. Vida and Ms. Sue Barthol, Public Works Division, presented the request for the ROE.

Motion to approve the Department of the Army's ROE for environmental assessment activities – Passed 4-0.

COMMISSIONERS	MOTION	SECOND	YES	NO	ABSTAIN	NOT PRESENT
Young			X			
Smith						X
Shreve		X	X			
Gray	X		X			
Delauter			X			

FY2014 Inter-governmental Agreement for Reimbursed Positions in Department 9105 – Riley Carpenter, Department of Social Services (DSS)

Mr. Carpenter and Mr. Michael Demidenko, DSS, presented the agreement which provided reimbursement of salaries and benefits for 11 county employees in Department 9105 assigned to the Frederick County DSS.

Motion to approve the agreement – Passed 4-0.

COMMISSIONERS	MOTION	SECOND	YES	NO	ABSTAIN	NOT PRESENT
Young			X			
Smith						X
Shreve			X			
Gray	X		X			
Delauter		X	X			

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Business Updates – Helen Riddle, Community Development Division

Ms. Riddle updated the Board on business in Frederick County.

No action was taken as this item was informational.

COMMISSIONER COMMENTS

Commissioner Shreve provided comments.

PUBLIC COMMENTS

None.

QUESTIONS – PRESS

None.

3:00 P.M. – MOTION TO GO INTO CLOSED SESSION

Maryland Annotated Code State Government Article § 10-508(a) (1) To discuss: (i) The appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or (ii) Any other personnel matter that affects one or more specific individuals.

Topic – To conduct interviews for a county director's position.

Motion to go into closed session – Passed 4-0.

COMMISSIONERS	MOTION	SECOND	YES	NO	ABSTAIN	NOT PRESENT
Young	X		X			
Smith						X
Shreve			X			
Gray		X	X			
Delauter			X			

ADJOURN

The meeting adjourned at 11:40 a.m.

Patricia Morrow
Recording Secretary

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**FORM OF STATEMENT FOR
CLOSING THE MEETING OF THURSDAY, JUNE 27, 2013**

STATUTORY AUTHORITY TO CLOSE SESSION

State Government Article §10-508(a):

(1) To discuss: (i) The appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or (ii) Any other personnel matter that affects one or more specific individuals.

Motion:

Commissioner Young moved to go into closed session at 3:00 p.m. in accordance with Maryland Annotated Code State Government Article §10-508(a) (1) To discuss: (i) The appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or (ii) Any other personnel matter that affects one or more specific individuals. Commissioner Gray seconded the motion that passed 4-0 with Commissioner Smith absent.

Time and Location:

3:00 p.m. – Third Floor Meeting Room, Winchester Hall

Topic to be Discussed:

To conduct interviews for a county director's position.

Patti Morrow
Recording Secretary

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**FORM OF STATEMENT FOR MINUTES OF NEXT OPEN MEETING
ON THURSDAY, JULY 11, 2013,
FOLLOWING THE CLOSED MEETING OF THURSDAY, JULY 27, 2013**

STATUTORY AUTHORITY TO CLOSE SESSION

State Government Article §10-508(a):

(1) To discuss: (i) The appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or (ii) Any other personnel matter that affects one or more specific individuals.

Motion:

Commissioner Young moved to go into closed session at 3:00 p.m. in accordance with Maryland Annotated Code State Government Article §10-508(a) (1) To discuss: (i) The appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or (ii) Any other personnel matter that affects one or more specific individuals. Commissioner Gray seconded the motion that passed 4-0 with Commissioner Smith absent.

Time and Location:

3:00 p.m. – Third Floor Meeting Room, Winchester Hall

Others in Attendance:

L. Depies, F. Davis and C. Mutchler

Topic Discussed:

To conduct interviews for a county director's position.

Action Taken:

The Board took no action.

Patti Morrow
Recording Secretary